



**City Council
Pre-Agenda Meeting
December 13, 2005
4:00 p.m.**

I. Welcome

II. Invocation

III. Proposed items for the December 20, 2005 Regular Meeting of the Trinity City Council

Review and Approval of Minutes

1. November 9, 2005 Pre-agenda Meeting
2. November 15, 2005 Regular City Council Meeting

Recognition

3. Recognition of outgoing Mayor James D. Shore (City Manager Ann Bailie)

Organizational Business

4. Administration of oath of office to elected Mayor Frances “Fran” Andrews
5. Administration of oaths of office to reelected council members Barbara Ewings and Barry Lambeth
6. Election of Mayor Pro Tempore

Public Hearings

7. Preliminary Assessment Resolution pertaining to proposed street improvements on Cold Brook Ct.
8. Rezoning Request # Z05-06 to rezone Lots 11-19 Grove St. from R-40 (Residential) to M1 (Heavy Manufacturing)

Unfinished Business

None

New Business

9. 2006 Meetings Schedule
10. DOT ordinances reducing speed on Unity St. from 55 mph to 45 mph from NC Hwy. 62 to City Limits (north of Colonial Club Dr.).
11. Deadline for Darr Rd. discounted tap payments (undeveloped property)
12. Detention Pond Operations and Maintenance Manual
13. Amendments to Sewer Use Ordinance

A. Affirm commitment to adhere to Davidson Water's policies for metering water

B. Consider adoption of outside-City-limits sewer rates

C. Consider adoption of outside-City-limits capacity fees

14. Appointments to Planning and Zoning board

A. Ward 1

B. Ward 3

C. Ward 4

15. Appointments

Regional organizations

A. Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC) (one appointment; one alternate appointment)

B. Metropolitan Planning Organization (MPO) Technical Coordinating Committee (TCC) (one staff appointment)

C. Delegate to Piedmont Triad Council of Governments

Committees of Council (Mayor Andrews)

A. Budget and Finance

B. Personnel

C. Building

Council Liaisons to City Boards (Mayor Andrews)

A. Planning and Zoning

B. Utilities

Additional Pre-Agenda Meeting Business

IV. Business from Mayor and Council

V. Business from City Manager

VI. Adjournment



**City Council
Pre-Agenda Meeting
December 13, 2005
4:00 p.m.**

The regularly scheduled Pre-Agenda Meeting of the Trinity City Council was held on Tuesday, December 13, 2005 at Trinity City Hall, 6701 NC Highway 62, Trinity, NC 27370.

MEMBERS PRESENT: Mayor, Jimmy Shore; Council members Karen Bridges, Barbara Ewings, Barry Lambeth, Bob Labonte, Dwight Meredith.

MEMBERS ABSENT: Phil Brown, Edith Reddick, and Miles Talbert

OTHERS PRESENT: City Manager Ann Bailie; City Attorney, Bob Wilhoit; City Planning/Zoning Code Enforcement Administrator, Adam Stumb; City Clerk/Finance Officer, Debbie Hinson; City Engineer, Randy McNeill, Davis, Martin, Powell and Associates; Mayor Elect- Fran Andrews and other interested parties.

ITEM 1. Welcome

Mayor Shore called the December 13, 2005 Regular Pre-Agenda Meeting of the Trinity City Council to order at 4:00 pm and welcomed everyone present.

ITEM II. Invocation

The invocation was given by Council member Lambeth.

ITEM III. Proposed items for the December 20, 2005 Regular Meeting of the Trinity City Council

Mayor Shore called for discussion and or motion to add these items to the December 20, 2005 Regular Meeting Agenda.

Review and Approval of Minutes

1. November 09 2005 Pre-agenda Meeting
2. November 15, 2005 Regular City Council Meeting

Council member Bridges made a motion to add these items to the December 20, 2005 Regular Meeting Agenda. The motion was seconded by Council member Labonte and approved unanimously by all Council members present.

Mayor Shore called for discussion and or motion to add the Public Hearing Items to the December 20, 2005 Regular Meeting Agenda.

Recognition

3. Recognition of Outgoing Mayor James D. Shore (City Manager Ann Bailie)

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

Organizational Business

4. Administration of Oath of Office to Elected Mayor Frances “Fran” Andrews

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Meredith and approved unanimously by all members present.

5. Administration of Oaths of Office to re-elected Council members Barbara Ewings, Barry Lambeth, Edith Reddick and Karen Bridges

Motion by Council member Meredith to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

6. Election of Mayor Pro Tempore

Motion by Council member Ewings to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

Public Hearings

7. Preliminary Assessment Resolution Pertaining to Proposed Street Improvements on Cold Brook Ct.

Mayor Shore opened this item for discussion and or action.

Council members and Manager Bailie discussed the decision made by Council at their November meeting to use the “per lot” basis of assessment using the total of seven (7) properties. Manager Bailie advised Council that if they did approve moving forward with this item after the Public Hearing that this project would be contingent upon the City of Trinity receiving a quit claim deed for the road. The costs that will be assessed to the property owners will be based on the actual final costs of the entire project. After conversation concerning whether or not the property owners were aware of how the assessment would work, Manager Bailie advised Council that it should be stated at the Regular Meeting that the assessment to property owners will be based on the actual final costs of the project. All of the property owners have received individual letters explaining the Public Hearing and advising them where they can come and speak, action taken by Council to this point, and the terms of the Preliminary Assessment Resolution. We have received no calls in regards to this project. The only call was from Mitch Stout concerning how the assessments would work.

Debbie has made contact with Randolph County since they serve as the tax collector for the City. The statutes specify that the tax collector will collect the assessments and would be the responsibility of Randolph County. They have never done this before but are willing to learn. If Council approves this and moves forward we will contact the County and begin working out the process for collection.

Motion by Council member Meredith to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Ewings and approved unanimously by all members present.

8. Rezoning Request # Z05-06 to rezone Lots 11-19 Grove St. from R-40 (Residential) to M1 (Heavy Manufacturing)

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

Unfinished Business

None

New Business

9. 2006 Meetings Schedule

Motion by Council member Ewings to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

10. DOT ordinances reducing speed on Unity St. from 55 mph to 45 mph from NC Hwy. 62 to City Limits (north of Colonial Club Dr.).

Motion by Council member Lambeth to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Ewings and approved unanimously by all members present.

11. Deadline for Darr Rd. discounted tap payments (undeveloped property).

After Mayor Shore opened this item, Council members called for further explanation.

Mayor Shore advised members this was to allow property owners of vacant property the opportunity to receive the discounted rate for tap payments.

Manager Bailie explained to members that by setting the deadline date of February 01, 2006, this would allow the tap to be installed while the project was under construction. If the tap fee is not paid or installed during construction, the owner or developer of the property would be charged the full amount of \$1,000.00 for the tap fee along with any other expenses that may be incurred to install the tap.

The owner will have the opportunity to pay the discounted tap fee for vacant property but there will not be a sewer charge to the owner of the property until the property is developed. If a property already has an existing house or structure on it sewer must be hooked up and the owner will be charged a sewer fee until such time that the owner does hook up.

Manager Bailie discussed with Council the conditions set by Archdale concerning the amount and kind of development that could take place in this area once the sewer is available. There was further discussion on how future growth would be dictated by Archdale as well as the amount of flow in this project area.

Motion by Council member Lambeth to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Bridges and approved unanimously by all members present.

12. Detention Pond Operations and Maintenance Manual

Mayor Shore opened this item for discussion and or action to place on the Agenda.

Council members began by discussing how the Homeowners Association would be able to maintain this type of pond. Council member Lambeth discussed his experience on how this was handled and what was needed to make this effective. Council member Lambeth advised members the Homeowners Association would need to dedicate one (1) person to be responsible for maintenance of the pond. Mr. McNeill, city engineer advised Council that the city will be monitoring the maintenance. Manager Bailie discussed the revision that came from the Utilities Committee during their review to require quarterly reports on these ponds. The previous draft only called for Annual Reporting and inspections.

Council member Meredith discussed the amount of time it would take for the Homeowners Association to submit quarterly reports since they have no employees. Mr. McNeill stated this report could be as simple as a memo that documented what the Association was doing in the way of maintenance. Council member Lambeth discussed the example of placing rip-rap around the creek. Once per month you would walk around the creek and monitor the rip-rap for needed changes or maintenance. If changes were made you would document the change to correct the problem and submit the report to the city. If no changes were needed or no maintenance then you would report that you checked the creek and no maintenance or changes were required. Our engineer will be monitoring this. This draft was taken from Guilford County's document which has proven to be a strong document over the years.

Council member Labonte discussed the inspections required in the document after 2 days of rain, the clause pertaining to Non-Routine Maintenance that will require a registered professional engineer to prepare a plan and/or details and to certify completion of the maintenance in accordance with the plan, and the on and off valves. This document contains a lot of stipulations to be placed on a Homeowners Association who will be operating with limited funds. Council member Lambeth asked Mr. McNeill if these ponds would have on/off valves. Mr. McNeill advised Council this pond would operate like the pond in Steeplegate and would have a riser pipe where the level fluctuates up and down. Instead of the level remaining the same it will go up and down with storms. The main thing to remember is to go and look at the pond. The portion of the document concerning the engineer is there to help protect the city and will enable the city to make sure that repairs are made properly to the pond if an event should happen that damaged the pond severely.

Council member Labonte asked if this pond would fall into the category of a dangerous or high dam if it were to burst. Mr. McNeill advised members it would not be classified in that category. There was discussion between Mayor Shore and Mr. McNeill concerning what stipulations categorized high hazard dams.

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

13. Amendments to Sewer Use Ordinance

A. Affirm Commitment to Adhere to Davidson Water's Policies for Metering Water

B. Consider Adoption of Outside-City-Limits Sewer Rates

C. Consider Adoption of Outside-City-Limits Capacity Fees

Mayor Shore opened the item for discussion and or action by Council members.

Prior to the motion, Council member Bridges asked if items B and C were being done for future needs of the city and if the commitment concerning the metering issue was to have one (1) meter per residence. Manager Bailie advised Council members that items B and C were being done for future needs of the city should the circumstance arise and that Council member Bridges was correct concerning the metering issue. This will require that each unit have a meter. This is a requirement of Davidson Water.

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Ewings and approved unanimously by all members present.

14. Appointments to Planning and Zoning board

A. Ward 1

B. Ward 3

C. Ward 4

After Mayor Shore opened this item, Manager Bailie advised Council members that persons submitting application for these appointments were placed at each member's seat. Council member Meredith asked if all of these appointments were for 3 year terms. Manager Bailie stated the appointments made by Council for Wards 3 and 2 were the first 3 year appointments. This will be the second group of three (3) year appointments by Council to the Planning/Zoning Board.

Mayor Shore and Council members discussed how this had been done in the past. Mayor Shore advised Council members that in the past Council representatives from Ward 1 made a nomination to appoint the person they wanted for their ward and then Council would vote on the nomination to approve or disapprove the appointment. The same process would be used for Ward 2 and Ward 3 with Council representatives from their prospective ward making the nominations and Council voting to approve or disapprove the nomination as presented.

Motion by Council member Meredith to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Ewings and approved unanimously by all members present.

15. Appointments

Regional organizations

A. Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC) (one appointment; one alternate appointment)

B. Metropolitan Planning Organization (MPO) Technical Coordinating Committee (TCC) (one staff appointment)

C. Delegate to Piedmont Triad Council of Governments

Mayor Shore opened the item for discussion and or action by Council members.

Motion by Council member Bridges to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

Committees of Council (Mayor Andrews)

A. Budget and Finance

B. Personnel

C. Building

Mayor Shore opened the item and advised members that Ms. Andrews would be making appointments for each of these committees at the next meeting.

Council member Meredith called for discussion concerning the appointment to the Building Committee and stated that the Building Committee was appointed and made up by Council.

Manager Bailie advised Council members that she and Council member Meredith had discussed this earlier. And explained how the minutes read: **“It was the consensus of Council to form a committee to review and investigate the options available. Mayor Shore called for volunteers to work with Manager Bailie to discuss the options and bring recommendations and options to Council. The following persons were named to serve on this committee; Dwight Meredith, Miles Talbert, Barbara Ewings, and Manager Bailie.”** It is up to Council how you would like to proceed with the appointments. I don’t think a vote of the Council formed the committee or approved the appointment. It sounds like Mayor Shore asked for volunteers. There was a consensus of Council to form the committee and then Mayor Shore asked for volunteers and named the individuals. Mayor Shore agreed with Manager Bailie’s summary of how the committee was formed.

Council member Labonte asked if the Building Committee was active. Council member Meredith and Ewings stated that it was still an active committee but needed to become more active in discussion. Council member Meredith discussed plans to place this item on the Retreat Agenda and stated he felt this needed to be removed from the December 17, 2005 Agenda and not acted upon until after the Annual Council Retreat.

After further discussion *Council member Ewings made a motion to place item A (Budget and Finance) and Item B (Personnel) on the Regular December 20, 2005 Agenda but to take of Item C (Building) since this was a group of volunteers from Council, seconded by Council member Labonte and approve unanimously by all Council members present.*

Council Liaisons to City Boards (Mayor Andrews)

- A. Planning and Zoning
- B. Utilities

Mayor Shore opened the item for discussion and or action by Council members.

Motion by Council member Ewings to add this item to the December 20, 2005 Regular Meeting Agenda, seconded by Council member Labonte and approved unanimously by all members present.

Additional Pre-Agenda Meeting Business

IV. Business from Mayor and Council

Comments from Mayor Shore

Mayor Shore expressed his sincere appreciation to all of those who expressed concerns during his mother’s recent illness. I appreciate all of your thoughtfulness and prayers.

Mayor Shore advised Council that Mr. Rob Poston who donated toys to Christmas In Trinity has asked that we donate any unused toys to the C.O.A.T. organization.

Mayor Shore discussed his involvement with his latest fund raisers that involved Trinity Lohr and Justin Bullard. Chief Lewallen and I discussed how we might be able to raise money for these people. I talked with Ronnie Westmoreland with Musicians Supply and was able to get him to donate a Fender Guitar. My son has placed graphics on the guitar and guitar accessories of the number 43 Richard Petty Car. This will be Bobby Labonte’s inaugural year with Richard Petty and both Bobby Labonte and Richard Petty have agreed to autograph this guitar. We plan to raffle off this guitar and split the money between the two families. We have also involved FOX 8 as well as the local newspaper in this project.

Comments from Council members

Council member Labonte discussed the way the Land Development meeting was conducted in regard to how the stars were distributed. He discussed his feelings on the legitimacy of the exercise conducted since he saw one (1) person use four (4) stars on one (1) item. This will not be indicative of a true number.

V. Business from City Manager

Fire Hydrants

Manager Bailie discussed conversation from the Utilities Committee and the request of one of the members concerning the installation of fire hydrants in the Trinity West Subdivision. There are 3" water lines in this area. I have had conversation with Mr. Gregg Stabler, Davidson Water. He has indicated that they could install a 16 X 6 T and a 6" valve at the entrance of Trinity West as they install the 16" line along NC Highway 62 with Council's approval. This would allow us to install a 6" line in the future and install fire hydrants on the line. By doing this while they are working in this area the City will save at least \$1,000.00. The estimated cost is approximately \$1,200.00 for Davidson Water to do this while they are in this location.

There was discussion between Manager Bailie and Council members concerning what the city would be paying for. Manager Bailie advised Council at this time the city will only pay to install the 16" T and valve. The lines could be considered at a later date if the city so desired to install a 6" line to enable the installation of fire hydrants in the future.

Council member Ewings discussed conversation on costs for hydrants and some of the different options that could be used to get the hydrants installed. The costs could be split between fire departments and City of Trinity if an agreement could be reached.

Manager Bailie advised members that hydrants could not be placed on a 3" line and the lines would have to be replaced. There is an area within this development that does not have hydrants and has an insurance rating of 9. These residents are really interested in getting hydrants in this area.

There was further discussion concerning whether or not the residents should be charged if the line or hydrants were installed in this area. Manager Bailie advised Council members this request was for approval of the valve and T only to be installed at this time. If we have this done at this time it would save over \$1,000.00 to wait and install this at a later date. Since time is crucial we need to make a decision on this as soon as possible.

Council member Bridges made a motion to approve the funding for this request, seconded by Council member Ewings and approved unanimously by all Council members present.

Christmas in Trinity

Manager Bailie advised Council that Diana Schreiber had organized this event again and was doing a wonderful job. She has Shawn Veasley playing the guitar and the Communities in Schools performing. The date for this annual event is Friday, December 16, 2005 to begin at 5:30 p.m. at the Trinity Elementary Cafeteria. The entry fee is 2 cans of food per person.

ETJ by Archdale

Manager Bailie discussed the article in the newspaper concerning Archdale's plan to hold a Public Hearing to expand their ETJ. Our Planner, Adam Stumb has acquired a map and will show you how this came about.

Mr. Stumb discussed the map and advised Council that Archdale had acquired special legislation action to extend their jurisdiction 2 miles. This abuts Trinity City Limits at Fairview Church.

There was discussion between Council members and Mr. McNeill concerning Trinity's ability to provide sewer service to the area being discussed. Mr. McNeill stated the area being discussed was outside of anything that has been considered for sewer service. Archdale previously asked either this Council or previous Council if Trinity was interested in anything outside their City Limits. At that time the answer was no. They came up with this after Trinity gave their answer. There was discussion concerning when this was decided. Mr. McNeill and Mayor Shore stated they believed this happened around 1999.

Manager Bailie explained that this did not mean Archdale was annexing or that Trinity could not annex in this area. Residents in this area could voluntarily ask to be annexed into the City of Trinity. This means that Archdale will enforce their zoning up to the red line if this is approved.

Attorney Wilhoit and Council members discussed the distance allowed by statutes between cities with ETJ. Mr. Stumb advised Attorney Wilhoit that this applied when both cities had ETJ and Trinity does not have ETJ at this time.

Council member Meredith and other Council members discussed their dislike that the Archdale proposed ETJ extended to the City Limits of Trinity.

Manager Bailie discussed and read statutes pertaining to this situation as follows from GS160A-360 **"If a city fails to adopt an Ordinance specifying the boundaries of its ETJ, (in this case Trinity), the county of which it is a part shall be authorized to exercise the powers granted by this article in any area beyond the city's corporate limits."** This means the county has zoning control on everything that is not inside the corporate limits of Trinity.

There was further discussion between Mr. McNeill and Council concerning Trinity's ability to provide sewer services to the area in question. Mr. McNeill advised members that the way the land lays everything can be served by Trinity. There was further discussion on the ability of Archdale's capability to provide service to the areas in question.

After further discussion, it was the consensus of Council and Manager Bailie that Archdale should have contacted the City of Trinity prior to this decision or at least provided the map with the proposed change in ETJ and depending on the outcome of the meeting in Archdale that Manager Bailie contact Archdale by letter in regard to their failure to contact the City of Trinity in regards to this issue.

Mayor Shore discussed the importance in continuing to plan for the future even though Trinity has been able to reach an agreement with Thomasville. Council needs to open discussion with Archdale concerning the future of both cities.

Essentials of Municipal Government

This will take place in Greensboro, February 14-16, 2006. I encourage you to attend this if possible. The city will pay the expense for this school. If you plan to attend please advise us so that we may register you for this class.

Improvements to Roads in the Industrial Park

Manager Bailie advised Council that she had recently spoken with Brian Dancey the owner of a business in the Turnpike Industrial Park. They have been working on getting their petition together to pave the roads and he believes he has satisfied all of the conditions on most of the roads with the exception of one (1) or two (2) cul-de-sacs. We also discussed having a joint meeting with Davidson Water, Bonnie Renfro (EDC) and the City of Trinity to investigate the possibility of working up some type of project that might qualify us for additional funding.

Council members discussed earlier conversations concerning providing water to this area prior to getting the roads improved. To provide the water first will prevent cuts being made in the new pavement.

Fair Grove Fire Department

Manager Bailie advised Council members that she had confirmed today with Neill Allen that Fair Grove Fire Department has submitted all of their necessary paperwork and has been certified to respond to pin- ins. They have been dispatched to these calls since December 01, 2005.

City Haul

Manager Bailie discussed a memo place in Council packets from Mr. Stumb that indicated this event doubled the amount of disposed items over the first City Hall.

Retreat

Manager Bailie asked Council members to review the subjects listed on the memo placed at their seats. These items represent subjects that have been brought to my attention for discussion. Please review this memo and let me know if you have something that you want added or deleted.

V. Adjournment

With no other business to discuss, Mayor Shore called for a motion to adjourn the December 13, 2005 Pre-Agenda Meeting of the Trinity City Council.

Motion by Council member Ewings to adjourn the December 13, 2005 Pre-Agenda Meeting of the Trinity City Council, seconded by Council member Meredith, and approved unanimously by all Council members present.

These minutes were approved as written by the Trinity City Council at their January 17, 2006 Regular City Council Meeting upon motion by Council member Bridges, seconded by Council member Talbert and approved unanimously by all Council members present.